

SECRET

315
OEC

TO : All Offices

FROM : Personnel Director

SUBJECT : Quarterly T/O Listing, Third Quarter, 1952

REFERENCE: CIA Notice [redacted]

1. Transmitted herewith is the first machine listing of the Tables of Organizations compiled under current procedure as described herein.

2. These listings will be prepared for each calendar quarter, and will include changes up to the last working day of the quarter for which issued. Thus, they represent a situation report as of that day.

3. Since the Form 30-25 serves as immediate authorization for T/O changes, no machine listings will be made between quarters, except in cases of complete revision as determined by this Office.

4. The distribution of the quarterly listings will be accomplished directly by the Machine Records Division, General Services, to the Assistant Directors of the Operating Offices based on 2 copies to an Office.

5. Uniform binders will be made available to all offices by the fourth quarter.

6. Requests for information or correction should be made to the Classification and Wage Division, [redacted]

[redacted]

GEORGE E. MELOON

Attachment

2 Copies Quarterly T/O Listing
Third Quarter, [redacted]

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ORIGINAL DOCUMENT MISSING PAGE(S):

ATTACHMENT